

**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
MINUTES OF MEETING
February 12, 2008**

BOARD OF TRUSTEES: Larry Yandow (Village President); Deb Billado, Tim Jerman, Peter Gustafson. (John Lajza was absent.)
ADMINISTRATION: Dave Crawford, Village Manager.

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE

Village President, Larry Yandow, called the meeting to order at 7 p.m. and led the assemblage in the Pledge of Allegiance.

2. AUDIENCE

CVE Issues

Peter Hunt, village resident, asked for an update on noise and tax issues raised by residents relative to the fairgrounds. Larry Yandow reported several meetings have been held with CVE. The Village offered possible options to resolve matters. The CVE Board of Directors wants to understand the value of the fairgrounds property before moving forward on the tax issue. The assessor, Randy Viens, is involved. CVE has been working on the noise issue. Peter Hunt expressed concern the matter seems to be dragging on, and that CVE should not misunderstand the sentiment of the villagers who previously signed and submitted a petition for resolution of the matters at hand (the petition has over 1,000 signatures). The villagers expect a payment in lieu of taxes from CVE. Mr. Hunt expressed appreciation for the effort to date to resolve the situation and asked the new Village Manager to relay the sentiment expressed by the signers of the petition at the next meeting with David Grimm, CVE General Manager.

George Dunbar, village resident, expressed serious concern about CVE meeting the guidelines for a nonprofit organization due to the size and activities of the operation. CVE is running a big business in the village and not paying taxes. CVE should be willing to contribute financially to the village not for what they do for the community, but for the inconvenience that is caused, stressed Mr. Dunbar.

3. BUSINESS

Essex CHIPS

Cali Cornacchia, Barb Smith, Linda Carey, and Ray Coffey, representatives from Essex CHIPS, appeared before the Board. Mr. Coffey expressed appreciation for the space at Lincoln Hall used by CHIPS for the past 10 years, and urged support of renewing the lease for another year. The Board mentioned the improvement made by CHIPS over the past years and the benefit provided to the community by the organization. Good feedback from staff and other tenants in the buildings about CHIPS has been received. Deb Billado asked about any planned interaction with the Senior Center. Mr. Coffey stated it is a goal of CHIPS to have the youth volunteering in the community and helping senior citizens. Ideas and opportunities should be forwarded to Ray Coffey.

Tim Jerman recognized Ms. Cornacchia and other students for their good work on the issue of drug use, legalization and decriminalization recently presented to the legislature.

MOTION by Peter Gustafson, SECOND by Deb Billado, to extend the lease at Lincoln Hall for Essex CHIPS from 3/1/08 through 2/28/09. VOTING: 4 ayes; motion carried.

FY09 Budget: Public Hearing/Adoption

The public hearing was opened at 7:20 p.m. Village Finance Director, Lauren Morrisseau, reviewed the proposed budget. The reappraisal resulted in a decrease in the value of the IBM property by 29% and an increase in the value of residential property by 95% and business property by 88%. The impact was a 34% increase in taxes for the average resident. The impact of the education CLA was also taken into consideration during the preparation of the budget. Significant changes in the budget include an increase in insurance cost (\$54,000) and pavement maintenance (\$32,000). Retirement cost to the village retirement plan decreased by \$25,000 due to the one time use of the ICMA forfeiture account. Money (\$70,000) from the fund balance was also used to reduce the tax rate. Interest income was decreased by \$5,000 and the IBM subsidy decreased by about \$61,000 as scheduled. The proposed FY09 budget is \$2,768,954 which is \$29,031 greater than the FY08 budget. The amount to be raised in taxes for FY09 is \$2,086,843 which is a \$28,849 decrease from FY08. The proposed FY09 budget results in a 2% decrease in the tax rate assuming a 1% increase in the Grand List (non-IBM property). One cent raises \$100,000 in the village. The Administration Budget decreased 3% due to discontinuance of funding for the Village Advancement Committee. A pay and classification study will be done at a cost of \$4,000. Miscellaneous Transfers was level funded. Fire Dept. Budget increased 3%. Library Budget was level funded. Lincoln Hall Budget increased 5%. Planning and Zoning Budget increased 2%. Economic Development was level funded. Street Dept. Budget increased 4%. In order to level fund Miscellaneous Transfers, in the Rolling Stock Fund the purchase of a ladder truck previously scheduled in FY11 has been removed. Transfer of funds to the Capital Reserve fund was increased by \$14,310. In the Street Dept. Budget funds for paving/maintenance of roads has been increased. Roads to be paved are Loubier Drive, Central Street, and Rosewood Lane. Fixed costs include salary and benefits (49%), utilities (7%), insurance (2%), and gas/oil (3%). Non-fixed costs (39%) include legal expenses, books, supplies, capital outlay, etc. Under the proposed budget current services will be maintained, the redevelopment project will move forward, Taft Street reconstruction and paving are scheduled for FY09, and rolling stock will be replaced per the plan. Water, sewer and sanitation rates will increase by .1%. Most of the increases in the enterprise funds have been balanced with decreases in capital reserve transfers. The Vesco project (turning waste fats into energy) will move forward at the waste water treatment facility. The Village has a water contract with IBM which has resulted in a Village Large Employer rate. The Water Capital Reserve will fund the Pearl Street water line in conjunction with the redevelopment project. Sanitary sewer point repair will be paid for with funds from the Sanitary Reserve.

The Board commended staff and management for their effort to meet budget goals set by the Trustees. Dave Crawford spoke positively of the staff and their work. The Board was reminded that the revenue stream helping to keep the FY09 tax rate down is a one time event. Staff will continue to seek other sources of revenues. Federal and state money is more challenged all the time. There were no further comments. The public hearing was closed at 7:40 p.m.

MOTION by Peter Gustafson, SECOND by Deb Billado, to adopt the FY09 budgets as follows:

General Fund	\$2,768,954
Water Fund	\$2,462,527
Waste Water Fund	\$1,172,271
Sanitation Fund	\$ 326,407

VOTING: 4 ayes; motion carried.

Capital Plan Adoption

MOTION by Deb Billado, SECOND by Tim Jerman, to adopt the following FY09 capital plans:

General Fund Capital Reserve	\$422,416
Water Capital Reserve.....	\$206,338
Waste Water Capital Reserve	\$ 62,000
Sanitation Capital Reserve	\$ 90,000
Rolling Stock Fund	\$205,295

VOTING: 4 ayes; motion carried.

Authorized Agent

MOTION by Tim Jerman, SECOND by Peter Gustafson, to appoint Dave Crawford as the authorized agent for the Village of Essex Junction to sign legal and other documents relative to the operation of the village. VOTING: 4 ayes; motion carried.

Certificate of Highway Mileage

MOTION by Peter Gustafson, SECOND by Tim Jerman, to approve and sign the Certificate of Highway Mileage as presented. VOTING: 4 ayes; motion carried.

Legal Ads Policy

MOTION by Tim Jerman, SECOND by Peter Gustafson, that the *Essex Reporter* is the designed newspaper for legal ads for the Village of Essex Junction for Year 2008. VOTING: 4 ayes; motion carried.

Public Nuisance Ordinance Amendment

MOTION by Peter Gustafson, SECOND by Tim Jerman, to approve the amendment to the Public Nuisance Ordinance, Chapter 13, Section 1302, as presented. VOTING: 4 ayes; motion carried.

The Board discussed publicizing in the *Essex Reporter* and on the website when policies are introduced and/or amended.

Approve Minutes*December 5, 2007 – Special Meeting*

MOTION by Deb Billado, SECOND by Tim Jerman, to approve the 12/5/07 minutes as written. VOTING: 3 ayes, 1 abstention (Yandow); motion carried.

December 13, 2007 – Special Meeting

MOTION by Deb Billado, SECOND by Peter Gustafson, to approve the 12/13/07 minutes as written. VOTING: 3 ayes, 1 abstention (Yandow); motion carried.

December 18, 2007 – Board Retreat

MOTION by Deb Billado, SECOND by Tim Jerman, to approve the 12/18/07 minutes as written. VOTING: 3 ayes, 1 abstention (Yandow); motion carried.

January 22, 2008 – Board of Civil Authority

MOTIN by Larry Yandow, SECOND by Deb Billado, to approve the 1/22/08 BCA minutes as written. VOTING: 4 ayes; motion carried.

January 22, 2008 – Regular Meeting

MOTION by Peter Gustafson, SECOND by Tim Jerman, to approve the 1/22/08 minutes as written. VOTING: 4 ayes; motion carried.

February 5, 2008 – Special Meeting

MOTION by Larry Yandow, SECOND by Tim Jerman, to approve the 2/5/08 minutes with the addition of the statement that the Board accepted the resignation of Linda Gustafson from the Brownell Library Board of Trustees. VOTING: 4 ayes; motion carried.

The Board discussed approval of the minutes and the bill list as part of a consent agenda where action is taken as a whole on the list of items included in the consent agenda. An item can be removed and discussed separately per request by a board member. Dave Crawford will review the Village charter and policies prior to drafting an agenda format for adoption by the Board at the next meeting.

Approve Bill List

MOTION by Tim Jerman, SECOND by Deb Billado, to approve the bill list, dated 2/12/08, with checks #10035600 through check #10035707 in the amount of \$123,252.60. VOTING: 4 ayes; motion carried.

4. TRUSTEES/STAFF COMMENTS

The Board reviewed correspondence received.

Interim Vacancies (2) on Brownell Library Board

Interim vacancies (until April 5th when elections are held) on the Brownell Library Board will be advertised. If necessary a special meeting will be held to interview candidates or interviews will be conducted prior to the regular Village Trustees meeting on 2/26/08.

Use of State Land

Tim Jerman reported there is a proposed bill regarding state land being used for housing development (affordable housing on leased land). State land on West Street is one site that was identified. The community would be involved in discussion of potential development. Secretary Dorm is willing to further discuss the matter with the Board.

CLA

Tim Jerman reported the CLA bill included in the miscellaneous tax bill is moving through the House on to the Senate. There is potential of \$1 million credit in property tax to the Village.

Village Manager's Report

Dave Crawford reviewed his schedule of activities planned in the coming weeks, including visiting places in the community. Mr. Crawford also reported on the salt supply (there is cooperative effort to share in the county) and the closure of Prospect Street for repairs on 2/14/08 from 8 a.m. to 2 p.m.

5. EXECUTIVE SESSION

MOTION by Larry Yandow, SECOND by Peter Gustafson, to convene Executive Session to discuss personnel, legal, and contractual matters. VOTING: 4 ayes; motion carried.

Executive Session convened at 8:15 p.m.

MOTION by Tim Jerman, SECOND by Deb Billado, to adjourn Executive Session and reconvene the regular meeting. VOTING: 4 ayes; motion carried.

Executive Session was adjourned at 9:50 p.m.

6. ADJOURNMENT

MOTION by Peter Gustafson, SECOND by Tim Jerman, to adjourn the meeting. VOTING: 4 ayes; motion carried.

The meeting was adjourned at 9:51 p.m.

RScty: M.E.Riordan